

Zionsville Micro Loan Program

A Program of the Zionsville Redevelopment Commission



OVERVIEW

The Zionsville Micro Loan Program is a unique financial tool available to small businesses in the Zionsville TIF Allocation Area. This tool will provide small businesses with capital necessary for the completion of projects to ensure growth and long term success in Zionsville. The Micro Loan Program is a partnership between the Town of Zionsville, the Zionsville Redevelopment Commission (RDC), the State Bank of Lizton and the Boone County Economic Development Corporation (Boone EDC).

The Loan Program, which is administered by the State Bank of Lizton, will provide small businesses with low interest loans up to \$25,000 that may be used to acquire land and/or buildings, complete interior improvements and purchase equipment (kitchen equipment, computer equipment, shelving, phones systems, tables and chairs, signage, etc.).

ELIGIBILITY

To be eligible for the Zionsville Micro Loan Program an existing or new business must be physically located within the town of Zionsville, Indiana TIF Allocation Area.

CONTACT INFORMATION

If you would like additional information, please contact the Boone EDC at 317.719.1990 or email Ben Worrell at bworrell@booneedc.org



LOAN PROGRAM INFORMATION

- Applications will be accepted on a continual basis.
- Loans made will not be less than \$5,000 and shall not exceed \$25,000.
- The interest rate will range from 2-5% and typically will not exceed prime rate by more than 2%. The Loan Committee will determine the appropriate interest rate.
- Funds shall not be used to finance exterior building improvements with the exception of the exterior roof of buildings and/or signage located in the TIF area. Funds shall not be used to fund a part of a project, which is dependent on other funding unless there is a firm commitment of the other funding to ensure completion of the project.
- Funds shall not be used for working capital or operating capital.
- A \$150 application fee shall be submitted with each application. Costs associated with processing the application (e.g. credit report fees, UCC and lien search fees, filing security documents, filing legal document fees, etc.) shall be the responsibility of the applicant. The Loan Committee may waive or amend this fee structure without further approval from the grantor.



STATE BANK
OF LIZTON



Boone County, Indiana
Economic Development Corporation

APPLICATION INFORMATION

This program brochure may be found at www.FocusonZionsville.com, <http://www.zionsville-in.gov/>, or www.BooneEDC.org. You may also find additional information by contacting Ben Worrell at the Boone County Economic Development Corporation.

Ben Worrell / Business Development Manager / 317.719.1990 / bworrell@booneedc.org



**THE TOWN OF ZIONSVILLE
MICRO LOAN APPLICATION**

Date: _____

Creditor: Zionsville Redevelopment Commission
1100 W. Oak Street
Zionsville, IN 46077
Phone: 317.873.8245

Applicant Information

Name: _____

Address: _____

Phone: _____

Taxpayer ID#: _____

Company Name: _____

Business Year End Date: _____

Type of entity: Corporation Partnership Sole Proprietorship Other _____

State of Incorporation: _____ Secretary of State Control #: _____

Income Tax Return Filed Through What Date: _____

Are Any Returns Being Contested or Audited? Yes No

Name of Accountant of Accounting Firm: _____

Name of Persons Authorized to Borrow Money on Behalf of and in the Name of the Applicant:

Loan Request

*Nature of Business or Project: _____

*Purpose of Loan: Operations Equipment Real Estate Other _____

Amount Requested: \$ _____ Secured Unsecured Initial Request Additional Advance

If secured, describe collateral offered: _____

Terms: _____

Financial Summary

Assets:

Current Assets: _____

Account/Trade Receivables: _____

Inventory – Gross: _____

Fixed Assets: _____

Total Assets: _____

Credit History: _____

Liabilities:

Current Liabilities: _____

Long Term Liabilities: _____

Other Liabilities: _____

Total Liabilities: _____

Net Worth (Total Assets minus Total Liabilities):

Total Liabilities and Net Worth:

*Character of Project: Existing Business New Business

*Pro-forma provided (for existing business): Yes No

*OR Business Plan (for new business): Yes No

Profit and Loss (for last fiscal year): From _____ To _____

Net Sales: _____

Gross Profit: _____

Net Operating Profit: _____

Net Profit/Loss: _____

EQUAL CREDIT OPPORTUNITY NOTICE

Were your gross revenues \$1,000,000 or less in your previous fiscal year? Yes No

If you answered “yes” and the Creditor denies your application for credit, you have the right to a written statement of the specific reasons for the denial. To obtain the statement, please contact: The Town of Zionsville, 1100 W. Oak Street, Zionsville, IN 46077 within 60 days from the date you are notified of the Creditors decision. The Creditor will send you a written statement of reasons for the denial within 30 days of receiving your request for the statement. The notice below describes additional protections extended to you.

NOTICE: The Federal Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (providing the applicant has the capacity to enter into a binding contract): because all or part of the applicant’s income derives from any public assistance program; or because the applicant has in good faith exercised any right under the Consumer Credit Protection Act.

This information and the information provided on all accompanying financial statements and schedules is provided for the purpose of obtaining credit for the Applicant(s) or for the purpose of Applicant(s) guaranteeing credit for others. Applicant(s) acknowledge that representations made in this statement will be relied on by Creditor in its decision to grant such credit. This Statement is true and correct in every detail and accurately represents the financial condition of the Applicant(s) on the date given below. Creditor is authorized to make all inquiries it deems necessary to verify the accuracy of this Statement. Creditor is further authorized to answer any questions about Creditor’s credit experience with Applicant(s). Applicant(s) are aware that any knowing or willful false statements regarding the value of the above property for purposes of influencing the actions of Creditor can be a violation of federal law, 18 U.S.C. & 1014, and may result in a fine or imprisonment or both.

In addition, each individual signing below authorized the Creditor to check their individual credit account and employment history and have a credit reporting agency prepare a credit report on them.

The Undersigned declares that he/she has read and understands the statement above. (For office use only)

By: _____
 Signature Date

By: _____
 Signature Date

Printed Name: _____

Printed Name: _____

Social Security #: _____

Social Security #: _____

By: _____
 Signature Date

By: _____
 Signature Date

Printed Name: _____

Printed Name: _____

Social Security #: _____

Social Security #: _____

Application Checklist

- 1. Project Description
 - 2. Business History
 - 3. Business Plan
 - 4. Three years of Historical Financial Information
 - a. Audited Balance Sheet
 - b. Profit and Loss Statement
 - c. Pro-forma Statement
 - d. One year (month-by-month) Cash Flow Statement
 - e. Ownership personal financial information
 - 5. Presentation to Loan Committee Members
 - 6. Application Fee
-

(For Office Use Only)

Loan Committee Checklist

- 1. Meeting Minutes
 - a. Date of Meeting _____
 - b. Vote _____
 - c. Conditions of Approval _____
- 2. Borrower Name _____
- 3. Loan Amount _____
- 4. Amortization _____
- 5. Maturity _____
- 6. Interest Rate _____
- 7. Loan Fees _____
- 8. Collateral
 - a. Yes _____
 - b. No _____
- 9. Guarantors _____

Date Submitted: _____

Date Reviewed: _____

Action Taken: Approved Further Action Required Denied

Notes: _____

Zionsville Micro Loan Committee Members

By: _____
Signature Date

Printed Name: _____

By: _____
Signature Date

Printed Name: _____

By: _____
Signature Date

Printed Name: _____

By: _____
Signature Date

Printed Name: _____

By: _____
Signature Date

Printed Name: _____

By: _____
Signature Date

Printed Name: _____

Definitions

1. Current Assets – Cash, marketable securities, and other current assets.
2. Account/Trade Receivables – All current accounts and notes and deferred notes, less reserve for bad debts.
3. Inventory – Gross – Value of finished goods, work in progress and raw materials.
4. Fixed Assets – Net value of all land, buildings, machinery, equipment, fixtures, furniture, etc.
5. Total Assets – All current assets, receivables, inventory, fixed assets and amounts due from officers and employees, investments, deferral/prepaid expenses, cash surrender value of life insurance policies and others.
6. Current Liabilities – Bank notes payable, other trade notes payable, accounts payable – trade, other accounts payable, due to officers and employees, taxes – income & other, accrued expenses, long term debt due within one year, other current liabilities.
7. Long Term Liabilities – Notes, bonds, and mortgages and other accounts coming due in one year or more.
8. Total Liabilities – All current, long term and other liabilities.
9. Net Sales – All sales less discounts, charge-backs and allowances.
10. Gross Profit – Net sales less the cost of goods sold.
11. Net Operating Profit – Gross profit less: expenses (selling, general and administrative, interest, depreciation), officer's compensation, provision for bad debt and other expenses.
12. Net Profit of Loss – Net operating profit, plus other income, less federal, state and local taxes.
13. Gross Revenues – Value of all sales and services provided prior to deducting discounts, charge backs, and allowances. This amount is requested to determine Applicants rights and Creditor's obligations under the Equal Credit Opportunity Act. The term has no exact accounting definition and Creditor will rely on value provided by Applicant.